

Contractor Timesheet



**OTV House
East Wing
Wokingham Road
Bracknell
Berkshire
RG42 1NG**

Contractor Name		Client Name					Week Ending Date		
Branch		Personnel No.					Assignment No.		
	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total	
Time in									
Break									
Time out									
Basic Hours									
Overtime - 1/5									
Overtime - 1/4									
Overtime - 1/3									
Overtime - 1/2									
Double Time									
Other									
Callout									
Totals									

Aerotek is a division of Allegis Group Ltd. Allegis Group is an Employment Business and Agency

Timesheets must be approved by an authorised client signature and received at Aerotek’s Head office by 5pm Monday following the week worked to ensure payment.

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Signatures

Sign and print your name

Contractor Signature

By signing, I certify that to the best of my knowledge the information I provided is accurate and true.

Date

Client Signature

Date

Client Position